DOCUMENT RESUME

ED 104 420 95 IR 001 824

TITLE	Long Range Program for Library Development in Oregon With Five Year Action Plan. Revision of July 1974.
INSTITUTION	Oregon State Library, Salem.
SPONS AGENCY	Office of Education (DHEW), Washington, D.C.
PUB DATE	Jul 74
NOTE	30p.
EDRS PRICE	MF-$0.76 HC-$1.95 PLUS POSTAGE
DESCRIPTORS	Evaluation Methods; *Federal Aid; Federal Programs; Grants; *Library Cooperation; *Library Networks; *Library Planning; Library Services; Master Plans; Objectives; Performance Criteria; Public Libraries; State Libraries; State Programs; *Statewide Planning
IDENTIFIERS	Library Services and Construction Act; LSCA; *Oregon

ABSTRACT

This is the second revision of the "Long Range Program for Library Development in Oregon," reflecting the need for emphasis on projects oriented toward county, regional, or statewide scope. The revision contains the projected five year action plan; revised policy for Library Services and Construction Act (LSCA) Title I, Library Services, and Title III, Interlibrary Cooperation; and a listing of priorities for federally funded projects. Criteria are outlined for grants-in-aid projects for fiscal year 1975. Priorities are listed for the State Library, and project evaluation methods are outlined. (Author/SL)

LONG RANGE PROGRAM

Library Development in Oregon

Five Year Action Programs

1975 - 1979

Revision of July 1974

LT 28.100 L27

ED104420

LONG RANGE PROGRAM FOR LIBRARY DEVELOPMENT IN OREGON

WITH

FIVE YEAR ACTION PLAN

REVISION OF JULY 1974

U.S. DEPARTMENT OF HEALTH
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Submitted to the U.S. Commissioner of Education
in partial fulfillment of requirements of
the Library Services & Construction Act, Public Law 91-600

The activity which is the subject of this report was supported in whole or in part by the U. S. Office of Education, Department of Health, Education, and Welfare. However, the opinions expressed herein do not necessarily reflect the position or policy of the U.S. Office of Education, and no official endorsement by the U. S. Office of Education should be inferred.

IR001824

OREGON STATE LIBRARY

Salem, Oregon
1974

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FORWORD

The Long Range Program for Library Development in Oregon, with Five Year Action Programs, previously referred to as The Long Range Plan..., is revised annually in accordance with changing needs as a five year projection for library development and the use of federal funds received from the Library Services and Construction Act, Public Law 91-600. This is the second revision of the basic document, dated 1972.

The revision contains the projected "Five Year Action Plan;" revised policy for Title I, Library Services, and Title III, Interlibrary Cooperation; and a listing of priorities for federally funded programs.

This revision is supplemental to the Long Range Plan... of 1972. Processing of the document includes review and approval by the Oregon State Library Board of Trustees, the State Advisory Council on Libraries, and State and local clearinghouses responsible for the "A-95" review process.

Neil R. Riggs

Library Development Consultant

OFFICE OF THE GOVERNOR
STATE CAPITOL
SALEM 97310

December 5, 1974

TOM McCALL
GOVERNOR

Mr. Neil Riggs, Library Consultant
Oregon State Library
State Library Building
Salem, Oregon 97310

Dear Mr. Riggs:

Re: Draft State Plan; Library Development in Oregon
PNRS #7410 6 950

Thank you for the opportunity to review your draft State Plan for Library Development in Oregon.

I have solicited comments and criticisms on your proposal from various state agencies and district Councils of Governments. The goals and objectives of your Plan have been generally endorsed by these agencies.

The State Vocational Rehabilitation Division has, however, offered suggestions for project involvement. These comments along with those received from the Department of Education are attached for your attention.

You may use this letter as evidence of your having met the requirements of OMB A-95, Part III.

Sincerely,

Tom McCall
Governor

TM:lw

Attachment

LONG RANGE PROGRAM FOR LIBRARY DEVELOPMENT
IN OREGON

Revision of July, 1974

FISCAL YEARS - 1975 - 1979

INTRODUCTION

Evaluation of the projects undertaken with Library Services & Construction Act funds for Fiscal Year 1973-1974 indicate the need for a major change in direction. Though the evaluation is subjective rather than based on evaluation methodology, it is clear that the projects initiated locally by public libraries have not resulted in significant gains in meeting the original goals and objectives for the Long Range Plan for Library Development in Oregon...1972.

Future projects that are federally funded must be oriented toward county, regional or statewide scope. State Library staff will work with the State Advisory Council on Libraries and the State Library Board of Trustees, Oregon Librarians, Councils of Government, Oregon Library Association and local public officials to assist in developing projects. The projects will be selected on the basis of the criteria listed in this document and local determination of need.

The Oregon State Legislature has authorized the State Library to make grants-in-aid ("special payments") from federal funds up to $155,696 in Fiscal Year 1975. The Annual Program, which is an inherent part of this revision, lists projects to the maximum of the legislative authorization for Fiscal Year 1975.

POLICY - GRANTS-IN-AID

TITLE I - LIBRARY SERVICES, and TITLE III - INTERLIBRARY COOPERATION

State Library Board of Trustees Policy on grants in aid:

Purpose

Grants in aid will be made to extend and strengthen library service and promote library development under the provisions of the Public Law 91-600 and the Federal Regulations.

Priorities

Projects undertaken with federal funds will be those specified in the Long Range Program for Library Development in Oregon and the supplementary annual revisions.

First priority will be given to programs with statewide benefit or which assist in establishment of larger units of cooperative library service. Priorities for the economically disadvantaged and program categories are published in the Long Range Plan for Library Development in Oregon, 1972, and the Basic State Plan, 1972, and the annual amendments. Projects will be funded on the basis of the order of priority, depending on the amount of federal funds available for grants in aid.

Selection

Projects approved for funding will be selected after review and recommendation by the State Advisory Council on Libraries, Oregon State Library staff, and agencies responsible for federal funds under the "A-95" review process. Libraries seeking funds for projects of limited or local benefit must arrange for their inclusion in the Long Range Program's priority list.

The Board of Trustees will also consider the library development goals of the Oregon Library Association; the documented priorities of local government; and the needs determined by public, school, academic and special libraries.

Library development projects will continue to link school, college and public libraries into close cooperation which will lead to network and systems development; therefore, Title I and Title III will be used in combination to fund appropriate aspects of the same project.

CRITERIA

To achieve the goals and objectives specified in the original Long Range Plan and the Basic State Plan, projects will be selected that meet the following criteria:

1. The local library defines the aims and goals of the program and makes the information available to the public.
2. There is coordination of all administrative facets of the project.
3. There is a recordkeeping system for all facets of the project.
4. There is continuous progress organization of the program to preclude gaps and omissions.
5. There is commitment by staff and local officials to the long range aims of the program and not just the immediate project.
6. The program recognizes and accommodates the implications that racial, cultural, and sexual differences may have in operations, organization and administration, and materials.
7. There are adjustments in other areas of operation to accommodate the new program.

CRITERIA (Cont.)

8. There is on-going, in-service training for the total staff.

9. Training to familiarize all staff members, including volunteers, with the program is provided.

10. The local library has identified some member of its staff who has the authority, responsibility, and time for the development and maintenance of the program.

11. The local library has the space available to carry out the program.

12. There is a system of identification of handicaps that may impair participation and methods of overcoming these limitations provided.

13. There is a method of evaluation developed as an integral part of the program.

It shall be the policy of the State Library Board of Trustees to provide Library Services and Construction Act grants as "special payments" to programs and activities that have state or intrastate, or regional benefit. Projects will be negotiated which should lead to measurable progress in meeting the long range library development goals of the Board.

PROGRAMS AND ACTIVITIES

I. Accessibility

Projects under way in Lane County and in Polk, Yamhill and Marion Counties were not submitted for voter approval as anticipated in the Long Range Plan Revision of Fiscal Year 1974. Grants were made with Fiscal Years 1973 and 1974 LSCA funds for projects that will take place in Fiscal Year 1975. Funds from Fiscal Year 1975 LSCA appropriations will be awarded to carry forward these two projects.

1st Priority: Chemeketa Cooperative Regional Library Service. (Administrative District 3)

The public libraries in Polk, Yamhill and Marion Counties, under ordinances and resolutions passed by local government, have joined

PROGRAMS AND ACTIVITIES (Cont.)

with Chemeketa Community College to provide regional library services. A serial tax levy for the support of the regional library system is expected in the Spring of 1975.

Fiscal Year 1975

$50,000 or less to meet the impact on city libraries in the extension of library services to the unserved areas; and to assist Chemeketa Community College in its participation.

Fiscal Year 1976

Grant funds would be determined by the outcome of the ballot measure. If the ballot measure passes, the recommendation of Consultant Phyllis Dalton in Chemeketa Cooperative Regional Library Service would be implemented. If the ballot failed, proceed on more loosely drawn cooperative network.

Fiscal Years 1977-1979

Phase in new federal funding programs for cooperative materials selection and retention and extension of service to low income families, minority groups, shut-ins, and business administration as listed in the Chemeketa Cooperative Regional Library Service in the Oregon Counties of Polk-Yamhill-Marion: Phyllis I. Dalton, 1973.

2nd Priority: Lane County Library. (Administrative District 5)

The demonstration funded with Fiscal Year 1974 funds will lead to an election to establish a county library system.

Fiscal Year 1975

Up to $50,000 for continuity of the demonstration prior to election.

PROGRAMS AND ACTIVITIES (Cont.)

Fiscal Year 1976

One-sixth or less of funds available to assist with the extension of services if the county library system has established.

Fiscal Years 1977-1979

Phase in of new federal library programs.

3rd Priority: Regional Library Development Projects.

Continue existing effort to develop interstate and intrastate library systems. Priorities are changed to:

Administrative District 2:
Washington (Columbia, Multnomah and Clackamas; and Clark County, Washington State, tentative..)

Administrative District 4:
Lincoln (Linn, Benton, tentative)

Administrative District 7:
Coos, Curry

Administrative District 8:
Josephine and Jackson

Administrative District 11:
Klamath and Lake

(Note: Districts 7, 8 and 11 contain the member libraries of the existing Southern Oregon Library Federation.)

Fiscal Year 1975

Identification of projects and consideration of funding.

Fiscal Years 1976-1979

One-third or less of funds available to be used for county and regional systems development.

4th Priority: Union List of Materials.

The OSSHE-OSL Union List of Serials has become the Oregon Regional Union List of Serials with the award of Fiscal Year 1973-1974 grants. Ancillary projects to enhance the usefulness of the List throughout

PROGRAMS AND ACTIVITIES (Cont.)

Oregon will be developed in cooperation with the OR ULS Advisory Committee and project staff.

Fiscal Year 1975

Provide funds up to $15,000 in order to develop plan for establishing microform capability in Oregon Libraries and purchase equipment, based on determinations of need.

Fiscal Years 1976-1979

Auxiliary projects to extend effectiveness of use and correlate with regional plans for national bibliographical control of serials and interphase use of new federal programs.

II. Adequate Staffing

The State Library recognizes the importance of continuing education for librarians. The previous first priority for community librarians training programs was dropped for Fiscal Year 1974-1975 in view of the U.S. Office of Education's grant for a similar program to be conducted by the University of Oregon School of Librarianship.

1st Priority: Workshops.

Fiscal Year 1975

Approximately $2,500 for an open one- or two-day government document workshop.

Fiscal Years 1976-1979

Additional workshops based on interest and evaluations. Planning with trustee input workshop.

2nd Priority: Community Librarians Training Program.

Fiscal Year 1975

Plan future programs with University of Oregon and Division of Continuing Education.

PROGRAMS AND ACTIVITIES (Cont.)

Fiscal Year 1976

Funding to be determined by outcome of 1975 studies.

Fiscal Years 1977-1979

Plan for community librarians training without benefit of LSCA funds.

III. Financial Support

The Oregon Library Association will present a bill for State Aid for public libraries at the 1975 Legislative Assembly. The State Library will cooperate and correlate its library development activities to provide for State Aid.

Library Development staff will investigate possibilities for federal domestic assistance of benefit to libraries, including the Law Enforcement Assistance Act and the National Endowment for the Humanities, and Revenue Sharing.

The most significant federal program under development is sponsored by the National Commission on Libraries and Information Science. A National Program for Library and Information Services was published in second draft in September, 1974. This 123-page document lists opportunities for proposed federal financial assistance to libraries and fixes responsibilities at the state and local level which would require both matching funds and additional local funding.

U.S. Office of Education sponsored library legislation to replace the Library Services and Construction Act was introduced in August as the Library Partnership Act. Appropriations under this Act would be

PROGRAMS AND ACTIVITIES (Cont.)

"discretionary" allotments by the Office of Education for individual projects rather than formula funding for the States.

IV. Well Selected and Maintained Collections.

The Adult Non-Fiction Book grant program is discontinued.

Fiscal Year 1975

Develop new program of statewide benefit for collection development by funding a study for identification and evaluation of library resources in Oregon: $10,000.

V. Coordinated and Cooperative Effort.

Title III activities under this program will be related to system development and programs for statewide cooperation.

VI. Community Involvement

Library service to county jails was instituted in four communities using LSCA funds from Fiscal Years 1973 and 1974. Provision is made for other interested communities to participate in the program.

1st Priority: Local Jail Centers.

Fiscal Year 1975

Under $10,000 to Jackson and Josephine Counties. (Administrative District 8)

2nd Priority: Disadvantaged.

Fiscal Year 1975

Up to one-tenth of available funds for locally initiated projects to serve the disadvantaged.

Fiscal Years 1976-1979

Review program in relation to new federal legislation for libraries under NCLIS.

PROGRAMS AND ACTIVITIES (Cont.)

VII. Physical Facilities.

The policy of the Oregon State Library Board of Trustees for construction under LSCA Title II is:

The Trustees of the State Library and the State Librarian, as the designated administrator of the Oregon Plan for Construction, are legally authorized to administer a plan or plans to make available funds for the construction of public libraries under the Library Services and Construction Act Amendments, Public Law 91-600, as further amended.

The Board of Trustees will give priority to those areas where an improved facility will extend the development of library systems.

Grants for public library construction will be made only to Oregon public libraries which are legally established. Grants must be matched with local funds which may include funds spent for the purchase of an existing building to be remodeled for library purposes. Grants will be made for new construction and for remodeling which involves structural alteration only if the work is done under contract with a registered architect. The State will approve payment not to exceed $200,000 or up to 49 percent of the total construction cost, whichever is the lesser. Availibility of federal funds may necessitate or allow change in this formula.

A remodeling project that will total less than $10,000 and does not involve structural alteration may be supervised by a registered engineer or a contractor who can furnish a bid bond and a completion bond.

Priority for Construction Grants

1. Type of Library:
   a. Regional headquarters
   b. County headquarters or library giving county service
   c. Community library in a system
   d. Independent municipal library

2. When more than one library in a category qualifies, the following factors as a whole will determine priority among them:
   a. Inadequacy of the present facility
   b. Need for the new facility in relation to the proposed plan of library development
   c. Number of people in the service area who will be benefited by the facility

d. Evidence that the new facility will contribute to improved library service for the population
e. Evidence of a library program designed to provide adequate library service (3 year record)
   (1) Per capita expenditures
   (2) Per capita expenditures for books
   (3) Percent of book fund expended for adult non-fiction
   (4) Number of volumes per capita

Grants for Furniture and Equipment

The State Library Board of Trustees may approve Grants for Furniture and Equipment where rising construction costs or other factors have limited the amount of money available for such purchases. These Grants shall be made on the same basis as are Construction Grants with the State approving payment of up to 49 percent of the total additional costs.

Conditions for Eligibility

To qualify for a Furniture and Equipment Grant, an applicant shall:

1. Have received a Construction Grant from the State Library

2. Have available local matching funds equal to at least 50 percent of the costs of the additional Furniture and Equipment. (These funds must not be obligated prior to approval of the Furniture and Equipment Grant.)

3. Submit an application detailing the Furniture and Equipment to be purchased no later than three months following dedication of the building.

Funding for Title II is not expected in Fiscal Year 1975. The following cities and counties are considering construction:

Beaverton	Lake Oswego	Umatilla County
Brookings	Myrtle Creek	Hermiston Branch
Forest Grove	North Bend	Stanfield
Jackson County	Oregon City	Woodburn
LaGrande	Philomath	

1. Library Services and Development.

Use of LSCA funds for Oregon State Library programs will be administered as directed by legislative action in order to:

(a) Maintain and develop appropriate collections of library materials to supplement the collections and services of other libraries in the state.

(b) Promote adequate library services for all of the people of this state.

(c) Provide advice and assistance to libraries, to library boards, to units of local government empowered to establish libraries and to departments and agencies of state government in matters concerning the establishment, support, operation, improvement and coordination of libraries and library services, and the cooperation between libraries.

(d) Provide for the people of this state specialized library services not generally available in other libraries in the state.

(e) Provide for in-service and continuing education programs for library personnel in the state.

(f) Expend such federal, state or private funds as may be available to the state to demonstrate, develop and support library services in accordance with long-range plans for statewide development and coordination of library services.

(g) Plan for a network whereby the total library resources in this state are made available to all of the people in the state.

Fiscal Year 1975

The State Library will allot from funds available for special payments up to $10,000 for support of an expanded teletype communications system based on the existing capability of the Oregon State System of Higher Education and the LSCA funded equipment in the State Library, Multnomah County Library and the Southern Oregon Library Federation.

Fiscal Year 1976-1979

Expenditures in future years will be project oriented, rather than applied to general operation. Staff recommendations for the five-year projection are listed below for consideration; the proposals are subject to review in the planning process by the State Advisory Council on Libraries, the State Library Board of Trustees, and agencies and personnel concerned.

Participation of Oregon in a Western Bibliographic Network being developed by Western Interstate Commission for Higher Education.

Participation in statewide collection development with a projected State System of Higher Education project. Cooperative microform serials acquisition with major resource libraries.

Participation of Oregon in the National Program for Library and Information Services. The functional role of each state in the National Program is summarized as follows:

STATE
To develop networks of library and information resources within the state with federal and state funds expressly earmarked for this purpose within the first three years of the law, and provide for interfacing the intrastate networks with multistate and national networks of all types.
To engage in funding programs which ensure that local requirements for materials and information services sufficient to meet the needs of their constituencies are indeed met.
To establish and maintain mechanisms for coordinating state programs with federal and multistate programs.
To create a statewide library and information network that will make available the information resources of state government agencies to the local level and to coordinate and develop access mechanisms to the resources of a region.
To provide means by which national bibliographic services may be used within the state or among states.
To designate and sustain for service to the people of the state major collections and access mechanisms for wider internal use and greater self-sufficiency within the state.
To develop means for erasing artificial barriers to cooperation. To support and monitor observance and implementation of standards set by the National Program.

The Library has re-established two consultant and two secretary positions to operate the library development program. It is the responsibility of this staff to monitor and evaluate LSCA grant projects, State Library participation, and long range library development.

2. Administration.

Fiscal Year 1975

Up to $3,000 will be alloted to meet costs of the State Advisory Council on Libraries.

3. Blind and Physically Handicapped

The regional library furnishing library services and audio equipment for the blind and physically handicapped contributes to the educational development, morale, pleasure, and inspiration of those persons blind or physically unable to read or use conventional printed materials. It provides information to all interested segments of the general public on where to secure and how to use such material and specialized equipment. It emphasizes the special needs of the physically handicapped as well as those of the blind.

The staff of the regional library obtain, store, maintain, and distribute talking books, magnetic tapes, some current braille, cassettes, and large print books. The major needs of braille readers are served by contract with the Utah State Library Commission, Salt Lake City.

Fiscal Year 1975

Provide library services for the blind and physically handicapped:

a. Absorb a 10% increase over 1973-74 in blind patrons served.

b. Increase the number of physically handicapped persons served by 40%.

Build and manage the collection of library materials. Increase the number of large print materials for service to the physically handicapped by 300 titles.

4. Institutional Library Services

The Institutional Library Services of the Oregon State Library provide library service to ten institutions in the Mental Health Division, Corrections Division, and Children's Services Division, and the two Special Schools in the Department of Education.

The purpose and objectives of this program are to:

1. Improve the quality of institutional library service to meet American Library Association and institutional association standards.
2. Purchase library materials for the various types of institutions.
3. Coordinate and develop programs of the state's institutional libraries.
4. Provide in-service training for institutional library staff members.
5. Act as a resource by referring or providing the appropriate agency, person, or material to meet current and prospective needs of the institutional libraries.

Acquisition of Library Materials

Fiscal Year 1975

An amount of $20,000 is set aside for library materials and allocated on the basis of need and use. The main expenditure will be on the printed word. Audiovisual materials may be purchased for the mentally retarded and physically handicapped in the institutions.

Fiscal Years 1976-1979

1st Priority:

Purchasing educational and vocational materials for the institutions in corrections to complement instructional programs with

Acquisition of Library Materials (Cont.)

at least two-thirds of allocated funds being expended for these programs; the remainder to be used for purchase of recreational reading, listening and viewing materials.

Purchase of high interest-low vocabulary materials and career education information for the institutions in the Children's Services Division.

Continued purchase of materials of particular use to blind and deaf students for their respective school libraries.

The Mental Health Division institutions will continue to receive both printed and audiovisual materials for all levels of intellectual capability with emphasis on current recreational reading materials at the institutions serving the mentally ill.

2nd Priority:

Weeding collections of obsolete materials and acquire new materials. Special emphasis in corrections and mental health is to be in up-dating reference collections.

3rd Priority:

Improving the collections of current recreational reading for corrections.

4th Priority:

Development of selection and acquisition policies for each of the institutional libraries.

Instruction of Institutional Library Staffs

Fiscal year 1975

Two workshops will be held. One will be for library staffs in Corrections Division institutions and Hillcrest and MacLaren Schools. The second workshop will be for personnel in the libraries at the

Instruction of Institutional Library Staffs (Cont.)

mental institutions and the Schools for the Blind and Deaf.

Fiscal years 1976-1979

Three workshops will be held each year. Two will be for the same groups of institutional libraries as above, and the third will be for the lib- personnel of all the institutions for which we will call in a specialist in institutional librarianship.

Fiscal years 1975-1979

Institut'onal library staffs will be offered basic cources in librarianship.

Consulting Services

Fiscal years 1975-1979

1st Priority:

Visit every institutional library at least once every two months.

2nd Priority:

Carry out special projects to improve technical aspects of the libraries, starting with corrections in Fiscal Year 1975 and then the institutions for the mentally ill in Fiscal Year 1976.

3rd Priority:

Special attention will be given to libraries in institutions that are undergoing general transitions which may involve a gradual diminuation of service. This will include moves of libraries to new quarters within the institutions.

Interlibrary Cooperation

1st Priority:

Continuation of service provided to institutions outside the immediate Salem area by local public libraries, and encouragement of supplemental services from local public libraries where it is not now provided.

Interlibrary Cooperation (Cont.)

2nd Priority:

Establishment of library services where mental health clinics and other agencies are providing outpatient and other special services to former institutional residents.

3rd Priority:

Exchange of library-oriented equipment, books, periodicals, and films between institutions through their libraries.

EVALUATION

Evaluation of projects funded under the Library Services and Construction Act will be undertaken as an activity and cost of grants; this will probably require a contractual arrangement between the evaluator and either the grant recipient or the Oregon State Library. State library staff will take a limited part in evaluation. The program for evaluation will generally follow, but not be limited to, the following outline.

I. Program effectiveness

1. Examination and identification of positive and negative impact of service.

2. Output measures

3. Program related changes

4. Data base for evaluation

II. Methods of program evaluation

1. Field trips for on-site inspection and interviews

2. Examination of program statistics

3. Application of standards of the American Library Association, Oregon Library Association, and American Correctional Association.

4. Citizen reaction

5. Measure of change

III. Content of program evaluation

1. Objectives of program

2. Evaluation critieria

   a. Measure of effectiveness
   b. Community impact

3. Unexpected events

4. Target population description

IV. Design of program evaluation.

1. Identification and measure of change.

2. Comparison with other libraries, services or populations.

3. Controlled experimentation.

4. Comparison of planned against actual performance.

V. Cost analysis

1. Efficient and economical use of project funds.

2. Consideration of equipment and materials.

3. Personnel requirements

4. Capability for continuation of service after grant termination.

VI. Evaluation staff

1. Contractual

2. Oregon State Library

VII. Presentation

1. Written narrative report and supportive data from the evaluator.

2. Library Services and Construction Act, Annual Descriptive Report, by the Oregon State Library.

VIII. Results

1. Develop and analyze alternative programs and activities to meet the goals of the Long Range Program.

Sources

1. Hatry, Harry P.
Practical program evaluation for state and local government officials. The Urban Institute, 1973.

2. U.S. Comptroller General
U.S. General Accounting Office standards for audit of governmental organizations, programs, activities and functions. 1972.

ORDER OF PRIORITY

GRANTS IN AID

(Special Payments, Fiscal Year 1975)

LSCA TITLES I & III

Grant Recipients & Programs	Maximum Amount
1. Regional Library Development	$ 100,000
2. State Advisory Council on Libraries	3,000
3. Telecommunication. (Southern Oregon Library Federation, Oregon Community College Libraries, Oregon State Library, Multnomah County Library, Oregon State System of Higher Education, et al.)	10,000
4. Workshop.	2,500
5. Multnomah County Library, Oregon State Library, NAPCU, Oregon State System of Higher Education, et al. (Oregon Regional Union List of Serials auxiliary projects.)	15,000
6. Library Resources Study. (Contracted)	10,000
7. Jackson and Josephine County Libraries. (Service to jails.)	7,000
8. Disadvantaged and outreach.	8,000
Total	$ 155,500

Totals indicate legislatively authorized expenditure limitation. Should total funds be in excess of $155,500, the State Library would need to go to the Legislature to accept and expend money in excess of the limitation.